

**SAN PASQUAL ACADEMY RESIDENCES RECONSTRUCTION
DESIGN-BUILD PRE-QUALIFICATION
REQUEST FOR STATEMENT OF QUALIFICATIONS (RFSQ 4223)
DEPARTMENT OF GENERAL SERVICES**



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County of San Diego

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November 6, 2009

**SAN PASQUAL ACADEMY RESIDENCES RECONSTRUCTION
DESIGN-BUILD PRE-QUALIFICATION
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In accordance with the provisions of Public Contract Code Section 20133, the County of San Diego is utilizing a two step process to pre-qualify, select and award a contract to a Design-Build Entity (D-BE) for the San Pasqual Academy Residences Reconstruction Project. This is the first step in which the County is issuing this RFSQ with the attached Pre-Qualification Questionnaire. Based on criteria stated in the Pre-Qualification Questionnaire, the County will score and rank all submittals. D-BEs scoring the three (3) highest scores will advance to the second step in the process, the issuance of a Request for Design-Build Proposal (RFP). D-BEs scoring below the three (3) highest scores will be notified in writing that they are not eligible to participate in the RFP process.

CONTENT

This RFSQ package includes the following:

Cover Letter

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RFSQ Process
Submittal Requirements
Evaluation of Pre-Qualification Documents
Pre-Qualification Requirements

Section B – Pre-Qualification Questionnaire

Pre-Qualification Questionnaire
Pre-Qualification Score Sheet
Surety Declaration and Certification

DUE DATE AND TIME

The Due Date and Time is: JANUARY 12, 2010 - 4:00 P.M.

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RFSQ SUBMITTALS

A complete response to the RFSQ will consist of providing all information requested in Section A – RFSQ Information and in Section B – Pre-Qualification Questionnaire. This response, the Pre-Qualification Document, must be submitted in three-ring binders with tabs identifying each section and as described in Section A. Attachments must be clearly identified in a separate section. The front of the binders must indicate the Offeror's name and address in the following format:

PRE-QUALIFICATION DOCUMENT RFSQ 4223

Company Name and Address

Project Name: San Pasqual Academy Residences Reconstruction

Project Number: 1012286

Due Date and Time: JANUARY 12, 2010 - 4:00 P.M.

Submit one (1) original clearly marked "Original", nine (9) copies, and one (1) CD or DVD (Adobe PDF format, with signature and notary pages clearly scanned and inserted) of the Pre-Qualification Document and attachments to the **County of San Diego, Department of Purchasing and Contracting, 10089 Willow Creek Road, Suite 150, San Diego, CA 92131-1699 prior to the Due Date and Time.** Pre-Qualification Documents shall be submitted in a sealed envelope or package clearly marked on the exterior and in the same format noted above. Parking may be limited, so be sure to deliver your responses early.

This RFSQ or any resulting "Notice of Pre-Qualification" does not commit the County of San Diego to issue a Request for Proposal, award a contract, or pay any costs incurred in the response to this solicitation or the preparation of the Pre-Qualification Document. The County of San Diego reserves the right to cancel this RFSQ at any time, in part or in its entirety, should this be in the best interest of the County.

Late submissions cannot be considered unless they are the only one received or there was mishandling on the part of the County of San Diego Purchasing and Contracting staff. Submittals must be received at the Purchasing and Contracting front counter by the identified Due Date and Time.

PRE-QUALIFICATION CONFERENCE

A Pre-Qualification conference is scheduled for Wednesday November 25, 2009 - 10:00 a.m. at the office of Purchasing and Contracting, 10089 Willow Creek Road, Ste. 150, San Diego, CA 92131-1699. Questions and answers resulting from that conference will be posted to BuyNet. While attendance at this pre-qualification conference is not mandatory, it is highly recommended.

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PRE-QUALIFICATION SCHEDULE

Below is the County's anticipated schedule for this first step in the two step process:

Event Description	Target Date(s)
RFSQ Pre-Qualification Conference	November 25, 2009
Questions Deadline	December 29, 2009
RFSQ Committee Meet with P&C	December 9, 2009
Addendum with Q&A Responses Issued	January 4, 2009
Proposals Due	January 12, 2010
RFSQ Proposal Review by Committee	Jan 13 - 19, 2010
RFSQ Proposal Review Mtg and Short Listing	January 20, 2010
Short List Teams Notified	January 27, 2010

The above schedule may be adjusted as events transpire. All times noted in this RFSQ are local Pacific Time.

QUESTIONS

Questions and requests for clarification related to definition or interpretation of this RFSQ **must be submitted by email to the Procurement Contracting Officer** by DECEMBER 29, 2009 - 4:00 P.M. Questions received after this deadline will not be answered.

Email: **Rian.Risley@sdcounty.ca.gov**
 Subject: San Pasqual Academy Residences Reconstruction Design-Build
 Pre-Qualification (RFSQ 4223)

Oral explanation or instructions shall not be considered binding on behalf of the County. Any modification to this RFSQ will be issued by the County as a written addendum and posted to BUYNET.

NOTE: This solicitation is available for download from the County's Online Services Internet site at: <http://www.buynet.sdcounty.ca.gov>

It is the Offeror's responsibility to check for addenda.

WINSTON F. McCOLL, Director
Department of Purchasing and Contracting

WFM: RRR

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SECTION A – RFSQ INFORMATION

1. RFSQ PROCESS

1.1 PROCESS OVERVIEW

1.1.1 The RFSQ will be made available at the Department of Purchasing and Contracting at 10089 Willow Creek Road, Ste 150, San Diego, CA 92131-1699. These documents and addenda will be available for download from the County's website at <http://buynet.sdcounty.ca.gov> (BuyNet). It is the Offeror's responsibility to periodically check the website for addenda that may be issued to implement changes or clarification to the RFSQ prior to the Due Date and Time.

1.1.2 The County is hosting a Pre-Qualification conference on Wednesday November 25, 2009 at 10:00 a.m. at 10089 Willow Creek Road, Ste 150, San Diego, CA 92131-1699.

1.1.3 Diligence Material, if provided, is subject to the following disclaimer:

Neither the County nor any of its agents, advisors, or representatives has made or makes any representation or warranty, express or implied, as to the accuracy or completeness of the Diligence Material. Without limiting the generality of the foregoing, the Diligence Material may include certain assumptions, statements, estimates, and projections provided by or with respect to the County. Such assumptions, statements, estimates, and projections reflect various assumptions made by the County, which assumptions may or may not prove to be correct. No representations are made by the County as to the accuracy of such assumptions, statements, estimates, or projections.

1.1.4 All contacts from your organization related to this RFSQ or your Pre-Qualification Document must be directed by email to the County's Procurement Contracting Officer. You should not attempt to contact any other County personnel about this RFSQ unless authorized by the Procurement Contracting Officer.

1.1.5 If required, written addenda to the RFSQ will be issued to provide clarifications, corrections, or to answer questions and will be posted on BuyNet.

1.1.6 Pre-Qualification Documents will be evaluated by a Qualification Evaluation Committee.

1.1.7 The County of San Diego, Procurement Contracting Officer will notify all Offeror's and post a "Notice of Pre-Qualification" on BuyNet for five (5) business days after receipt and approval of the Qualification Evaluation Committee's recommendation. The Office of Purchasing and Contracting will notify in writing all Offeror's of the status of their Pre-Qualification Document.

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1.2 SUBMISSION OF PRE-QUALIFICATION DOCUMENT

1.2.1 **The Pre-Qualification Document must be received by the County of San Diego, Purchasing and Contracting Department, 10089 Willow Creek Road, Suite 150, San Diego, CA 92131-1699 by the Due Date and Time specified in the Cover Letter to this RFSQ.**

1.2.2 It is understood and agreed upon by the Offeror in submitting a Pre-Qualification Document that the County has the right to withhold all information regarding this pre-qualification **until after contract award**. The Qualification Evaluation Committee report shall become a public record after contract award. The report may include a general description of the Offeror's financial condition. Offeror's acknowledge that they have the right to only review that portion of the report that pertains to them **prior to contract award**. Information releasable after contract award is subject to the disclosure requirements of the Public Records Act, California Government Code Section 6250 and following.

1.2.3 Offeror's shall provide all materials required in this RFSQ.

1.2.4 The Pre-Qualification Document shall provide clear and sufficient detail to enable the Qualification Evaluation Committee to evaluate the responsiveness and quality of the proposal to each of the RFSQ requirements listed in "Submittal Requirements". Although some factors are weighted more than others, all factors are considered necessary for an acceptable submittal.

1.3. EVALUATION AND PRE-QUALIFICATION

1.3.1 The Pre-Qualification Document will be evaluated based upon the information provided in response to the "Submittal Requirements" and "Evaluation of Pre-Qualification Documents" and any other information known to the County.

1.3.2 The County reserves the right to request clarification and/or request additional information from Offeror's if necessary. Such clarifications and/or additional information shall be submitted by the Offeror's as an addendum to the Pre-Qualification Document upon request of the Procurement Contracting Officer. The fact that the County may request such clarification from one Offeror does not obligate it to seek similar clarification from any other Offeror.

1.3.3 Upon receipt and approval of the Qualification Evaluation Committee's recommendation of the three (3) highest qualifying scores, the Procurement Contracting Officer will notify all Offeror's of the status of their Pre-Qualification Document and post a "Notice of Pre-Qualification" for five (5) business days on BuyNet. The "Notice of Pre-Qualification"

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will identify the three (3) Design-Build Entities that will be eligible to participate in the RFP process.

1.4 SIGNATURE

The Pre-Qualification Document shall be certified by an authorized officer or employee of the submitting organization who has actual authority to contractually bind the organization. The name and title of the authorized officer or employee shall be included.

1.5 PROPRIETARY INFORMATION

All response documents become the property of the County and subject to Public Records Act requirements California Government Code Section 6250 and following. Information provided will be kept confidential to the extent permitted by law.

1.6 UNNECESSARILY ELABORATE INFORMATION

Unnecessarily elaborate brochures, visual or other presentations, art work and paper and binding beyond those sufficient to present a complete and effective Pre-Qualification Document are neither necessary nor desired.

1.7 COUNTY COMMITMENT

- 1.7.1 The County shall have the right to reject or accept any Pre-Qualification Document, or any part thereof, for any reason whatsoever, at its sole discretion.
- 1.7.2 This RFSQ or any resulting “Notice of Pre-Qualification” does not commit the County to issue a Request for Proposal, award a contract, nor does it commit the County to pay any cost incurred in the response to this solicitation, attendance at the Pre-Qualification conference, or in the preparation or submission of the Pre-Qualification Document or attachments, nor procure or contract for services or supplies. Further, no reimbursable cost may be incurred in anticipation of selection or a contract award.
- 1.7.3 The County reserves the right to cancel this RFSQ at any time, in part or in its entirety, should this be in the best interest of the County.
- 1.7.4 No prior, current, or post award verbal conversation or agreement(s) with any officer, agent, or employee of the County shall affect or modify any terms or obligations of this RFSQ, or any contract resulting from this process.
- 1.7.5 The County reserves the right to waive any informality or irregularity in the Pre-Qualification Documents submitted.

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- 1.7.6 The County reserves the right to incorporate any design ideas and/or construction materials or methods that are presented by D-BEs that are not selected for the project.

1.8 LATE, MODIFIED, OR WITHDRAWN PRE-QUALIFICATION DOCUMENT

- 1.8.1 Late submissions of Pre-Qualification Documents cannot be considered unless they are the only one received or there was mishandling on the part of the County of San Diego Purchasing and Contracting staff. Submittals must be received at the Purchasing and Contracting front counter by the identified Due Date and Time.
- 1.8.2 Any modification of a Pre-Qualification Document is subject to the same conditions as the initial submission.
- 1.8.3 Pre-Qualification Documents may be withdrawn by written notice received at any time prior to the Due Date and Time. Proposals may be withdrawn in person by an Offeror or its authorized representative, provided the authorized representative's identity is made known and the representative signs a receipt for prior to the Due Date and Time.

1.9 NON-RESPONSIVE SUBMISSIONS

Any submittal may be construed as non-responsive and ineligible for consideration if it does not comply with the requirements of the RFSQ. Failure to comply with the format and acknowledgment of receipt of addendum are common causes for holding a submittal non-responsive.

1.10 KNOWLEDGE OF RFSQ AND CONDITIONS

Before submitting a Pre-Qualification Document, Offeror's shall carefully read all sections of this RFSQ, including all forms and exhibits, and shall fully inform themselves as to all conditions and limitations.

1.11 DUTY TO INQUIRE

Should an Offeror find discrepancies in or omissions from the RFSQ or other documents, or should the Offeror be in doubt as to their meaning, the Offeror shall at once notify the Procurement Contracting Officer in writing by email. Clarifications or corrections will be issued by addendum posted on BuyNet. **It is the Offeror's responsibility to periodically check the website for such addenda.** The County will not be responsible for any oral instructions nor for any written materials provided by any person other than the Procurement Contracting Officer or his/her designee. **No response will be provided to questions received after the date stated in the Cover Letter.**

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1.12 PROTEST PROCEDURE

County policy requires that contracts resulting from a negotiated procurement shall be awarded only after a notice of the proposed award has been posted in a public place. Any protest resulting from this qualification process is to be processed as prescribed in the Board Policy A-97.

1.13 DEBRIEF

When an Offeror has been notified by the Procurement Contracting Officer that their Pre-Qualification Document is no longer being considered, the Offeror may request a “debriefing” from the Procurement Contracting Officer on the findings about their one proposal (with no comparative information about proposals submitted by others).

1.14 NEWS RELEASES

Offeror’s shall not issue any news release pertaining to this RFSQ without prior written approval of the County’s Contracting Officer, which may be withheld in such Officer’s sole discretion. A minimum of two (2) business days’ notice is required for approval.

1.15 CLAIMS AGAINST THE COUNTY

Neither your organization nor any of your representatives shall have any claims whatsoever against the County or any of its respective officials, agents, or employees arising out of or relating to this RFSQ or these procedures (other than those arising under a contract with your organization in accordance with the terms thereof).

1.16 EVENTS

The timing and sequence of events resulting from this RFSQ shall be determined by the County.

2. SUBMITTAL REQUIREMENTS

2.1 ORGANIZATION REQUIREMENTS

2.1.1 The Pre-Qualification Document must be organized in the following manner:

- a. Table of Contents
- b. Pre-Qualification Questionnaire, Parts I through VI
- c. Attachments
 - i. Evidence of Errors and Omissions Coverage
 - ii. Evidence of General Liability Insurance Coverage
 - iii. Evidence of Workers Compensation Coverage

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- iv. Audited Financial Statements
- v. Notarized Surety Declaration
- vi. Certification

2.1.2 The Pre-Qualification Document must be submitted in three-ring binders with tabs identifying each section. Attachments must be clearly identified. The front of the binders must indicate the RFSQ and Offeror's name and address in the format noted in the Cover Letter.

2.2 WRITTEN REQUIREMENTS

2.2.1 Submit one (1) original clearly marked "Original", nine (9) copies, and one (1) CD or DVD (Adobe PDF format, with wet-signature and notarized pages clearly scanned and inserted) of the Pre-Qualification Document with all attachments. Failure to submit the required number of copies in the manner noted above may result in a finding of non-conformance.

2.2.2 The Pre-Qualification Document shall be in the required format with all forms, answers and attachments sequentially numbered to correspond to the applicable question or requirement.

2.2.3 The Pre-Qualification Document shall be typed and be concise but comprehensive. The submittal shall not include promotional material.

3. EVALUATION OF PRE-QUALIFICATION DOCUMENTS

3.1 EVALUATION PROCESS

3.1.1 The evaluation process shall follow sequential steps and utilize scoring criteria to ensure that each Pre-Qualification Document is evaluated in the same manner:

1. **Timely Receipt:** Timely receipt at the County. Submittals must be received at the Purchasing and Contracting front counter by the identified Due Date and Time.
2. **Evaluation of Pre-Qualification Documents:** Objective conformance review by the Qualification Evaluation Committee.
3. **Scoring and Ranking:** Scoring and ranking of Pre-Qualification Documents by the Qualification Evaluation Committee to determine three (3) highest scores.

3.1.2 Each Pre-Qualification Document will be evaluated. Adherence to mandatory criteria will be evaluated first and only those proposals meeting all mandatory criteria will be evaluated further.

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- 3.1.3 The Public Contract Code, Section 20133, requires that Pre-Qualification be based on specific criteria contained in the code plus any additional criteria established by the County.

3.2 EVALUATION OF PRE-QUALIFICATION DOCUMENTS

- 3.2.1 The evaluation shall be based on a formal scoring method using scoring criteria. Each Pre-Qualification Document shall be reviewed for compliance with the requested criteria.

- 3.2.1.1 Each Qualification Evaluation Committee member shall rate the value of each Pre-Qualification Document based on his or her individual evaluation. The Committee members shall together then determine an agreed-upon rating for each criterion to establish the final score.

3.3 SCORING AND RANKING

- 3.3.1 The scoring and ranking is based on evaluation of the Pre-Qualification Document as measured against the scoring criteria. Pre-Qualification Documents will be evaluated and ranked from highest to lowest. The County will identify the three (3) highest scores in the following manner:

3.3.1.1 Mandatory Criteria

Provide certification that the answers submitted in the Pre-Qualification Document are true and correct. If certification is not provided, the proposal shall be deemed non-responsive and will not be scored.

Provide Surety Declaration stating that minimum bonding capacity will equal the Guaranteed Maximum Price for the project. Design-Build Entities who cannot meet minimum bonding capacity will not be deemed qualified.

Design-Build Entities will be disqualified if the General Contractor or Architect answers any question in Part II of the Questionnaire in a manner indicated as “Disqualifying”.

3.3.1.2 Scored Questions

Responses to Parts III, IV, V, and VI of the Questionnaire will be scored with a uniform system of rating included in Part VII Pre-Qualification Score Sheet.

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3.4 THE COUNTY’S RIGHTS

If the final negotiation of the contract with the highest ranked D-BE is not successful, the County may terminate the negotiations and begin negotiations with the next highest ranked D-BE. This right shall be continued until a satisfactory contract can be negotiated or until the County elects to reject all proposals.

4. PROJECT REQUIREMENTS

4.1 PROJECT DESCRIPTION

- 4.1.1 The County of San Diego is seeking a Design-Build Entity (Design/Build Team) to work with its stakeholders to design and construct approximately 14 new residential LEED Silver-certified residential buildings/rooftops and a minimum of 30 residential units totaling approximately 26,000 square feet. This project will replace structures lost in the Witch Creek Fire in 2007. The project is located at the San Pasqual Academy near Escondido, a residential youth foster care facility operated by the County of San Diego Health and Human Services Division.
- 4.1.2 The San Pasqual Academy staff, students and administrators have NO information regarding this RFSQ and are NOT to be contacted by any member of the public or any persons working on the RFSQ response by the Design-Build Team. ALL questions or additional information needed by the Design-Build Teams will be issued through the contracting officer as listed above. DO NOT drive out to the San Pasqual Academy and drive around looking at the campus, talking to anyone on campus or request a campus tour. NO one at the San Pasqual Academy Campus on site can assist you with the preparation of your RFSQ response or answer questions.
- 4.1.3 It is the intent of this Design-Build is to produce a completed facility of commercial quality which will operate efficiently and without unreasonable architectural, structural, mechanical and electrical failure or deficiency throughout the expected life of the facilities. The design life required for the facilities shall be at least 30 years. The only approved deviation is that it is the Counties intent that the “residential fixtures” – including kitchen sink, toilet, towel bars, cabinets, counter tops and appliances - shall be high quality residential fixtures with the manufacturer’s standard warranty period. The intent of this deviation is to provide the residences with a “home” feel not a commercial or institutional feel.
- 4.1.4 The project includes all design work necessary to obtain County Project Management approval of the final project, all required construction documents necessary to obtain review and permit approval of the County Department of Planning and Land Use (DPLU) and Department of Public Works, all required grading permits, construction permits, all fees associated with the design, construction documents and comply with

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all DPLU inspection requirements in compliance with all applicable codes, DPLU zoning and fire resistive construction requirements necessary to construct new buildings consisting of a variety of housing types. Buildings shall meet the requirements for LEED Silver Certification.

4.1.5 The suggested breakdown of the residences buildings is as follows:

- One (1) small residential building consisting of four (4) 400 square feet (sf), one bedroom/one bath units
- One (1) small residential building consisting of two (2) 600 sf one bedroom units
- Two (2) medium-sized residential buildings consisting of two (2) 920 sf two bedroom/one bath units
- One (1) medium-sized attached residential building consisting of two (2) 920 sf two bedroom/one bath units and two (2) attached 400 sf studio units
- Four (4) medium-size single-family detached units of 1,350 sf each with 400 sf studio units attached and detached garages
- Five (5) large-size residences proposed at 1,850 sf, three bedrooms/two baths and attached garage with three (3) units having a 400 sf studio unit attached.

4.1.6 The project scope will also include FF&E, site infrastructure, roads and road widening and other site improvements.

4.2. GUARANTEED MAXIMUM PRICE (GMP)

5.1.1 The design and construction of the project shall be completed within a Guaranteed Maximum Price (GMP) of \$4,500,000 for the residential units and \$2,000,000 for code improvements, roads and infrastructure inclusive of all requirements set forth in this RFP.

5.1.2 The County has also set aside an additional \$1,000,000 for construction of a new administration center building which was also destroyed in the Witch Creek Fire. This set aside will be available should any of the Design-Build Teams elect to include a new 7,000 square foot Administration Center as part of the GMP provided all project requirements noted below are met or exceeded by the construction of the residential units as outlined in the RFP. The revised GMP for projects including an Administration Center is \$5,500,000 for residences and Administration Center and \$2,000,000 for the code improvements, roads and infrastructure.

4.3 DEFINITION OF A DESIGN-BUILD ENTITY

A Design-Build Entity (D-BE) is defined by Public Contract Code Section 20133 [c] [3] as: “Design-build entity” means a partnership, corporation, or other legal entity that is able to

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provide appropriately licensed contracting, architectural, and engineering services as needed pursuant to a design-build contract.”

4.4 LISTING OF DESIGN-BUILD MEMBERS

- 4.4.1 The D-BE shall identify and list in Part I of the Questionnaire, all partners, association members, General Contractor, Architect, Mechanical, Electrical, and Plumbing Engineers, Mechanical Subcontractor, Detention Equipment Contractor (DEC), Electronic Security System (ESS) subcontractor, and other subcontractors and sub-consultants known at the time of submission. The D-BE, General Contractor, and Architect must complete Part II of the Questionnaire. The D-BE, General Contractor, Architect, Mechanical, Electrical, and Plumbing Engineers, Mechanical Subcontractor, Detention Equipment Contractor (DEC), Electronic Security System (ESS) subcontractor must complete the appropriate Subpart in Part III of the Questionnaire.
- 4.4.2 If the D-BE consists of a member performing both design and construction services (i.e. a General Contractor with a licensed design staff), then that member must complete Part III A, B, and C. The D-BE will be scored as, and must qualify as, both General Contractor and Architect.
- 4.4.3 Services of other subcontractors or sub-consultants not listed and in excess of ½ of 1% of the GMP must be procured by a public proposal process (Public Contract Code Section 20133 [f]), subsequent to award of a contract. This public proposal process shall provide: (a) announcement in a legal newspaper for minimum of 1 day, (b) fixed date and time of public opening of proposals, and (c) D-BE will select on the basis of its determination of best value.

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PART I

Information on the DESIGN-BUILD ENTITY and MEMBERS

DESIGN-BUILD ENTITY			
Name:		Check one:	
Address:		<input type="checkbox"/> Corporation or LLC	
		<input type="checkbox"/> Partnership	
Phone:		<input type="checkbox"/> Joint Venture	
Fax:			
Contact:		Title:	
Address, if different:			
Phone:		Fax:	

MEMBERS		
Discipline	Name	License
General Contractor		
Architect		
Mechanical Engineer		
Electrical Engineer		
Plumbing Engineer		
Mechanical Subcontractor		
Civil Engineer		
Others		
Others		
<u>NOTE:</u> Disciplines that are listed as “Others”:	1. Are not subject to the public proposal process identified 2. Do not have scored questions to complete in Part III	

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1. Background Information

1a.	Date of company formation or incorporation:	
1b.	State of formation or incorporation:	
1c.	Number of persons your organization employs:	

2. Corporations or Limited Liability Companies

2a. Provide the following information for each person who is either (a) an officer of the corporation (CEO / President / COO), or, (b) owner(s) of at least ten percent (10%) of the company.

Position	Name	Years with Company / Ownership	% Ownership
CEO			
President			
COO			
Major Shareholders:			

2b. Identify every construction firm that any person listed above in question 2a has been associated with (as owner, general partner, limited partner or officer) at any time during the last five (5) years. NOTE: For this question, “owner” and “partner” refer to ownership of ten percent (10%) or more of the company.

Person’s Name	Construction Firm	Participation Dates with Firm

3. Partnerships

3a. Provide all the following information for each partner who owns ten percent (10%) or more of the firm.

Position	Name	Years of Ownership	% Ownership

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- 3b. Identify every construction company that any partner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five (5) years. **NOTE:** For this question, “owner” and “partner” refer to ownership of ten percent (10%) or more of the business.

Person’s Name	Construction Firm	Participation Dates with Firm

4. Joint Ventures

4a. Date of commencement of Joint Venture. _____

4b. Provide the following information for each firm that is a member of the Joint Venture:

Name of Firm	Name of Owner/Partner/ CEO/President	Years with Co.	% Ownership of Joint Venture

- 4c. Identify every construction firm that the business owner / partner / CEO / president has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years. **NOTE:** For this question, “owner” and “partner” refer to ownership of ten per cent or more of the business

Person’s Name	Construction Firm	Participation dates with Firm

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PART II

Essential Requirements for the GENERAL CONTRACTOR and ARCHITECT

Part II has nineteen (19) questions. The Design-Build Entity (D-BE) will be disqualified for any responses to questions noted below as “Disqualifying”.

1. The General Contractor and Architect possess their respective valid and current licenses for the project for which it intends to submit a proposal.

Contractor ☐ Yes

☐ No (Disqualifying)

Architect ☐ Yes

☐ No (Disqualifying)

2. The Architect has attached evidence of Errors and Omissions Insurance with a policy limit of at least \$5,000,000 per occurrence and not less than \$5,000,000 aggregate.

☐ Yes

☐ No (Disqualifying)

3. The General Contractor has attached evidence of General Liability Insurance with a policy limit of at least \$5,000,000 per occurrence and \$10,000,000 aggregate.

☐ Yes

☐ No (Disqualifying)

4. The General Contractor and the Architect have attached evidence of current Worker's Compensation Insurance as required by the Labor Code, or is legally self-insured pursuant to Labor Code section 3700 et. seq.

Contractor ☐ Yes

☐ No (Disqualifying)

Architect ☐ Yes

☐ No (Disqualifying)

☐ Contractor is exempt / has no employees

5. The General Contractor and the Architect have each attached a copy of audited financial statements with accompanying notes and supplemental information. NOTE: The General Contractor and the Architect are required to submit audited financial statements for the latest fiscal year ended. These financial statements must include a balance sheet, statement of operations and retained earnings, statement of cash flows, and notes to the financial statements conforming to generally accepted accounting principles (GAAP). The financial statements must be audited by a certified public accountant (CPA) and must conform to generally accepted auditing standards (GAAS). The auditor's report on the financial statements must be unqualified.

Contractor ☐ Yes

☐ No (Disqualifying)

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Architect ☐ Yes

☐ No (Disqualifying)

6. The General Contractor has attached a notarized Surety Declaration from an admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states that the General Contractor's current bonding capacity is sufficient for this project (estimated to be \$7,500,000). NOTE: If entity submitting is a Joint Venture or Partnership, provide such information for each member or partner. The notarized statement must be from the surety company, not an agent or broker.

☐ Yes

☐ No (Disqualifying)

7. At any time during the past five (5) years, has a surety firm completed a contract on behalf of the General Contractor, or paid for completion because the contract was terminated for default by a project Owner?

☐ Yes (Disqualifying)

☐ No

8. At the time of submitting this pre-qualification form, is the General Contractor ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?

☐ Yes (Disqualifying)

☐ No

9. At any time during the past five (5) years, has the General Contractor, the Architect, or any of their owners or officers been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract?

☐ Yes (Disqualifying)

☐ No

10. Is the General Contractor or the Architect currently the debtor in a bankruptcy case?

Contractor ☐ Yes (Disqualifying)

☐ No

Architect ☐ Yes (Disqualifying)

☐ No

11. At any time during the past (5) years, was the General Contractor or the Architect in bankruptcy? (This question refers only to a bankruptcy action that was not described in answer to question 10.)

Contractor ☐ Yes (Disqualifying)

☐ No

Architect ☐ Yes (Disqualifying)

☐ No

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12. The General Contractor has had annual gross revenue of at least \$10,000,000 (excluding any and all legal awards) for each and every one of the last five (5) consecutive calendar years, or for each year since inception if a newly formed entity or firm. NOTE: "Gross revenue" shall be defined as payments to the General Contractor for pre-construction services, construction management, and construction services.

☐ Yes

☐ No (Disqualifying)

13. If the D-BE submitting this Pre-Qualification Questionnaire is a Joint Venture, can the Joint Venture General Contractor indicate that it has had annual gross revenue of at least \$10,000,000 (excluding any and all legal awards) for each and every one of the last five (5) consecutive calendar years, or for each year since inception if a newly formed entity or firm?

☐ Yes

☐ No (Disqualifying)

☐ Not a Joint Venture

14. At any time during the past five (5) years, has any CSLB license held by the General Contractor or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended or revoked?

☐ Yes (Disqualifying)

☐ No

15. At any time during the past five (5) years, has the General Contractor, or any firm with which any of your company's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason? NOTE: "Associated with" refers to another construction firm in which an owner, officer, or partner of the General Contractor held a similar position.

☐ Yes (Disqualifying)

☐ No

16. Is the surety to be used for this project authorized by the Insurance Commissioner to transact business of insurance in the State of California?

☐ Yes

☐ No (Disqualifying)

17. At any time during the past five (5) years, has the General Contractor or the Architect, or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?

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☐ Yes (Disqualifying) ☐ No

18. At any time during the past five (5) years, has a court or administrative agency made a final determination that the General Contractor or the Architect, individually or collectively with another party, violated any federal or state laws prohibiting the hiring or employment of illegal or undocumented employees?

☐ Yes (Disqualifying) ☐ No

19. At any time during the past five (5) years, has OSHA or Cal/OSHA cited and assessed penalties against the General Contractor or the Architect for any “serious,” “willful” or “repeat” violations of its safety or health regulations? NOTE: If you have filed an appeal of a citation, and the Appeals Board has issued a favorable decision, you need not include information about it.

☐ Yes (Disqualifying) ☐ No

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PART III

Questions for the GENERAL CONTRACTOR and ARCHITECT

Part III has twenty (20) questions. Responses shall address the question for each party identified in the question. If additional information is required as a result of a “yes” response, provide that information in one (1) concisely written paragraph that is no more than one quarter-page in length for each example.

1. At any time during the past five (5) years, has the General Contractor or Architect been assessed or paid liquidated damages resulting from a contract with a public or private owner? If “yes” provide the following information for each project: project name, year, amount, reason.

General Contractor: ☐ Yes ☐ No
Architect: ☐ Yes ☐ No

2. At any time during the past five (5) years, has the General Contractor or Architect had a claim by any party filed against them in court or in binding or non-binding arbitration? If “yes” provide the following information for each claim: project name, date of claim, claimant, description, court in which filed, status.

General Contractor: ☐ Yes ☐ No
Architect: ☐ Yes ☐ No

3. At any time during the past five (5) years, has the General Contractor or Architect filed a claim against an owner in court or in binding or non-binding arbitration? If “yes” provide the following information for each claim: project name, date of claim, owner, description, court in which filed, status.

General Contractor: ☐ Yes ☐ No
Architect: ☐ Yes ☐ No

4. At any time during the past five (5) years, has the General Contractor or Architect had any carrier, for any form of insurance, refuse to renew coverage? If “yes” provide the following information for each carrier: carrier name, year, coverage refused, and reason.

General Contractor: ☐ Yes ☐ No
Architect: ☐ Yes ☐ No

5. At any time during the past three (3) years, has the General Contractor been required to pay a premium of more than one percent (1.00%) for a Performance or Payment Bond on any project? If “yes” provide the following information for each project: year, percent

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required to pay, reason.

6. At any time during the past five (5) years, has the General Contractor ever been denied bond coverage by a surety, or has there ever been a period of time when the General Contractor had no bond in place during a public construction project when one was required? If “yes” provide the following information for each incident: date coverage denied, company denying coverage, dates no bond in place.

☐ Yes

☐ No

7. Does the General Contractor have a written Injury and Illness Prevention Program (IIPP) that complies with California Code of Regulations, Title 8, Sections 1509 and 3203?

☐ Yes

☐ No

8. Does the General Contractor have a written safety program that meets Cal/OSHA requirements?

☐ Yes

☐ No

9. Will the General Contractor have personnel permanently assigned and dedicated to safety on this project?

☐ Yes

☐ No

10. At any time during the past five (5) years, has the federal Occupational Safety and Health Administration cited and assessed penalties against the General Contractor? NOTE: If you have filed an appeal of a citation and the appeals board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation. If “yes” provide the following information for each violation: year, description, and penalty.

☐ Yes

☐ No

11. At any time during the past five (5) years, has the Environmental Protection Agency, any Air Quality Management District, or any Regional Water Quality Control Board cited and assessed penalties against either the General Contractor or the Owner of a project on which the General Contractor was the contractor? If “yes” provide the following information for each violation: year, agency, description, and penalty. NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

☐ Yes

☐ No

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12. For each of the past three (3) premium years, identify the General Contractor's Experience Modification Rate (EMR). If your EMR is or was 1.00 or higher, you may include a letter of explanation. NOTE: An EMR is issued to the General Contractor annually by your Workers' Compensation Insurance carrier.

Current Year: _____

Last Year: _____

Two Years Ago: _____

13. At any time during the past five (5) years, has there ever been a period when the General Contractor or Architect had employees but was without Workers' Compensation Insurance or state-approved self-insurance? If "yes" provide the following information for each period: year, reason.

General Contractor: ☐ Yes ☐ No

Architect: ☐ Yes ☐ No

14. At any time during the past five (5) years, has there been an occasion in which the General Contractor was required to pay either back wages or penalties for the failure to comply with the state's prevailing wage laws? If "yes" provide the following information for each occasion: year, explanation. NOTE: This question refers only to the General Contractor's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

☐ Yes

☐ No

15. At any time during the past five (5) years, has there been an occasion in which the General Contractor was penalized or required to pay back wages for failure to comply with the **federal** Davis-Bacon prevailing wage requirements? If "yes" provide the following information for each occasion: year, explanation.

☐ Yes

☐ No

16. Does the General Contractor intend to request the dispatch of apprentices from an apprenticeship program approved by the California Apprenticeship Council for use on this project if awarded the contract? If "yes" provide the following information for the apprenticeship program(s) from which you intend to request a dispatch of apprentices: program name, address, telephone number.

☐ Yes

☐ No

17. At any time during the past five (5) years, has the General Contractor been found to have

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violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

☐ Yes

☐ No

18. Does the General Contractor have a written Quality Assurance / Quality Control (QA / QC) program?

☐ Yes

☐ No

19. Will the General Contractor have personnel permanently assigned and dedicated to QA / QC on this project that have executed this program on prior project(s)?

☐ Yes

☐ No

20. At any time during the past five (5) years, have the General Contractor and Architect completed any design-build projects as a team? If “yes” provide the following information on each project: description, type, location, owner, contact information, project value. NOTE: Any projects that are included in “Part V Comparable Projects” do not require additional information for a “yes” response.

☐ Yes

☐ No

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PART IV

Questions for the MEMBERS of the DESIGN-BUILD ENTITY

Part IV has seven (8) questions. Responses shall be prepared for each of the Members of the Design-Build Entity noted below and for Others designated in Part I. If additional information is required as a result of a response, provide that information in one (1) concisely written paragraph that is no more than one quarter-page in length for each example.

The Design-Build Entity shall provide responses for the following Members:

- A. General Contractor
- B. Architect
- C. Mechanical Engineer
- D. Electrical Engineer
- E. Plumbing Engineer
- F. Mechanical Subcontractor
- G. Civil Engineer
- H. Others designated in Part I

1. At any time during the past five (5) years, has there been any change in ownership? If “yes” explain. NOTE: A corporation whose shares are publicly traded is not required to answer this question.

☐ Yes

☐ No

2. Is the Member a subsidiary, parent, holding company or affiliate of another construction or engineering firm? If “yes” explain. NOTE: Include information about other firms if one firm owns fifty percent (50%) or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

☐ Yes

☐ No

3. List all California license numbers, classifications and expiration dates held. If any of the license(s) are held in the name of a corporation or partnership, list names of qualifying individual(s) listed on the CSLB records who meet the experience and examination requirements for each license.

4. Does the Member have a local office in the County of San Diego? If “yes” provide the number of years it has operated and how many staff members are permanently located there.

☐ Yes

☐ No

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5. During the past five (5) years, how many new custom or spec single family residences located in the California has the Member completed?
6. During the past five (5) years, how many new residential tract homes or Planned Unit Developments (PUD) located in the California have the Member completed
7. During the past five (5) years, how many new multi family residential projects located in the California has the Member completed?
8. During the past five (5) years, how many new residential projects including custom or spec single family residences, tract, PUD or multi family residential units that are LEED Certified or at a minimum LEED registered projects has the Member completed?

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PART V

Comparable Projects

The Design-Build Team may select up to ten (10) projects total for each of the four questions noted below. The Design-Build Team should select the ten (10) best projects that represent the requested information from all proposed Design-Build Team members combined. Each project may only be shown once with question 4 as the only exception. Project shown in response to question 4 may also be shown under questions 1, 2 and 3. Each project may be represented on no more than one 8 1/2" x 11" sheet of paper per project using the following "Sample Project Sheet" format. Do not refer to any other section of the RFSQ response in lieu of providing responses to any of the following questions.

1. Provide a Project Sheet for not more than ten (10) new custom or spec single family residences located in the California completed in the last five (5) years. For each project provide the project name, location, square footage, year completed and any unique characteristics of the project. The higher the number of qualifying projects the higher the score for this question.
2. Provide a Project Sheet for not more than ten (10) new residential tract homes or Planned Unit Developments (PUD) projects located in the California the Design-Build Team Members have completed in the last five (5) years. For each project provide the project name, location, number and type of units, square footage of each type, year completed and any unique characteristics of the project. The higher the number of qualifying projects the higher the score for this question.
3. Provide a Project Sheet for not more than ten (10) new multi family residential projects located in the California that the Design-Build Team Members have completed in the last five (5) years. For each project provide the project name, location, number and type of units, square footage of each type, year completed and any unique characteristics of the project. The higher the number of qualifying projects the higher the score for this question.
4. Provide a Project Sheet for not more than then (10) new residential projects including custom or spec single family residences, tract, PUD or multi family residential units that are LEED Certified or at a minimum LEED registered. For each project provide the project name, location, and the LEED rating. The higher the number of qualifying projects the higher the score for this question.

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Sample Project Sheet

Design-Build Team Member and Firm completing the Project:_____

Project Name:_____ Project Location:_____

Name and Phone Number of the Project Reference:_____

Number and Type of Units:_____

Square Footage of each Unit type:_____ Year Completed:_____

Unique Project Characteristics:_____

(Question 4 only) LEED Certification Level or LEED registered as:_____

(The Design-Build Team shall designated if the project is actually Certified or only Registered)

Project Picture, Rendering, Floor Plan or other Graphic

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Reference checks will be scored for three (3) Comparable Projects where the General Contractor is listed at the Team Member completing the project and three (3) Comparable Projects for projects where the Architect is shown as the Team Member completing the project. References provided will be contacted by County staff and asked to provide responses to the Interview Questions.

Subject to the above, a Comparable Project is defined as ALL of the following:

1. Project involvement was not in a “consulting” capacity.
2. For the General Contractor, project involvement must be as the primary, at-risk construction entity.
3. For the Architect, project involvement must be as the Architect of Record.

Design-Build Teams where the General Contractor or the Architect do not have three (3) complete examples that meet all of the requirements for any one of the Comparable Project categories listed above will be considered Non-Responsive.

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Project Reference Interview Questions for the GENERAL CONTRACTOR

The following seven (7) questions will be used to interview the Project Reference identified on at least two of the Comparable Projects for the General Contractor. The County will select the two Comparable Projects from among the submitted projects and conduct the interviews by telephone. The interview questions are included in this package for information only. No action is required; however, the General Contractor may provide this information to their designated Project Reference as a courtesy in advance of the interview by County Staff. NOTE: The County will not accept written responses returned from Owner Contacts in lieu of the telephone interview.

The County will ask the Owner Contact to rate their responses to the following questions on a scale of 1 to 5, with 3 being average, 1 being lowest, and 5 being the highest rating:

1. How would you rate the experience, creativity and communication skills of the General Contractor? Would you want this individual working for you again on a similar project?
2. How would you rate the timeliness and accuracy of the General Contractor at estimating construction costs? Would you want these individuals working for you again on a similar project?
3. How would you rate the General Contractor's management of the subcontractors utilized on the project? Were the subcontractors adequately managed and leveraged to the benefit of the project to your satisfaction?
4. How would you rate the General Contractor's approach problem solving to reduce or keep the project within the estimated construction cost? Do you feel the General Contractor appropriately kept the project within the estimated construction cost and the need for use of contingencies funds under their control?
5. How comfortable would you be constructing the same facility a second time by executing the same construction agreement with the General Contractor without changes to the any of the terms or conditions?
6. How did the General Contractor respond to warranty issues? Were there substantial warranty issues on the project?
7. How would you rate the quality of construction in the context of maintenance of the finished construction, quality of materials and workmanship?

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Project Reference Interview Questions for the ARCHITECT

The following seven (7) questions will be used to interview the Project Reference identified on at least two of the Comparable Projects for the Architect. The County will select the two Comparable Projects from among the submitted projects and conduct the interviews by telephone. The interview questions are included in this package for information only. No action is required, however, the Architect may provide this information to their designated Project Reference as a courtesy in advance of the interview by County Staff. NOTE: The County will not accept written responses returned from Owner Contacts in lieu of the telephone interview.

The County will ask the Owner Contact to rate their responses to the following questions on a scale of 1 to 5, with 3 being average, 1 being lowest, and 5 being the highest rating:

1. How would you rate the experience, creativity and communication skills of the Architect? Would you want this individual working for you again on a similar project?
2. How would you rate the timeliness and accuracy of the Architect at estimating construction costs? Would you want these individuals working for you again on a similar project?
3. How would you rate the Architect's management of the consultants utilized on the project? Were the consultants adequately managed and leveraged to the benefit of the project to your satisfaction?
4. How would you rate the Architect's approach problem solving to reduce or keep the project within the estimated construction cost? Do you feel the Architect appropriately kept the project within the estimated construction cost and the need for use of contingencies funds under their control?
5. How comfortable would you be constructing the same facility a second time by executing the same construction agreement with the Architect without changes to the any of the terms or conditions?
6. How did the Architect respond to warranty issues? Were there substantial warranty issues on the project?
7. How would you rate the quality of construction in the context of maintenance of the finished construction, quality of materials and workmanship?

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PART VI

Pre-Qualification Score Sheet

Part	Description	Scoring
I	Information on the DESIGN-BUILD ENTITY and MEMBERS	Information Only
II	Essential Requirements for the DESIGN-BUILD ENTITY	Pass / Fail
III	Questions for the GENERAL CONTRACTOR and ARCHITECT	0-20 points
IV	Questions for the MEMBERS of the DESIGN-BUILD ENTITY	0-100 points
V	Comparable Projects - GENERAL CONTRACTOR (Project One)	0-20 points
	Comparable Projects - GENERAL CONTRACTOR (Project Two)	0-20 points
	Comparable Projects - GENERAL CONTRACTOR (Project Three)	0-20 points
	Interview - GENERAL CONTRACTOR (Comparable Project)	0-20 points
	Interview - GENERAL CONTRACTOR (Comparable Project)	0-20 points
	Comparable Projects - ARCHITECT (Project One)	0-20 points
	Comparable Projects - ARCHITECT (Project Two)	0-20 points
	Comparable Projects - ARCHITECT (Project Three)	0-20 points
	Interview - ARCHITECT (Comparable Project)	0-20 points
	Interview - ARCHITECT (Comparable Project)	0-20 points

**Total Points 0-320
points**

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PART VII

Surety Declaration

Provide this declaration to your Surety or Sureties to be used for this project to be signed by an authorized representative and notarized, and include with your Pre-Qualification Document. If the entity submitting this Pre-Qualification document is a Joint Venture or a Partnership, provide such information for each member or partner.

The undersigned declares under penalty of perjury that the bonding capacity indicated below is true and correct and that this declaration was executed in:

_____ (County), _____ (State) on _____ (Date)

(Signature)

(Name and Title)

(Representing [Surety Name])

(Firm Name)

_____ (Address) _____ (City, State, Zip Code)

_____ (Telephone Number) _____ (Fax Number)

(Email Address)

(ATTACH NOTARIZATION of SURETY REPRESENTATIVE'S SIGNATURE)

Bonding capacity: _____

Provide documentation from your surety identifying the following:

Name of bonding company/surety:	
Name of surety agent, address and telephone number:	
Total bonding capacity	
Total available bonding capacity	

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PART VIII

Certification

I, the undersigned, certify and declare that I have read all the foregoing answers submitted in response to the San Pasqual Academy Residences Reconstruction Project (RFSQ) Design-Build Pre-Qualification Document and know their contents.

I declare under penalty of perjury under the laws of the State of California, that the foregoing is true and correct.

Design-Build Entity: _____

By: _____

Title: _____

Date: _____